

**COUNTY OF WASHTENAW
STATUTORY DRAINAGE BOARD FOR
THE VARIOUS CHAPTER TWENTY DRAINS**

Minutes of a Meeting Held on September 20, 2021
Held via Zoom due to Covid-19 Restrictions

A regular meeting of the Statutory Drainage Board for the various Chapter 20 Drainage Districts was held via Zoom at 4:30 pm.

MEMBERS PRESENT: Harry Sheehan, Acting Chair, Chief Deputy Water Resources Commissioner, participating from City of Ann Arbor, MI
Justin Hodge, County Commissioner, participating from Ypsilanti Township, MI

MEMBERS ABSENT: Sue Shink, County Commissioner, participating from Centerville Township, MI

OTHERS PRESENT: Mallory Walczesky, GIS and Special Assessment Supervisor, participating from Scio Township, Michigan

CALL TO ORDER:

Chief Deputy Water Resources Commissioner Harry Sheehan called the meeting to order at 4:38 p.m.

PUBLIC PARTICIPATION:

No members of the public were present.

APPROVAL OF MINUTES:

Hodge, supported by Sheehan, moved to approve the minutes of the regular meeting of July 19, 2021.

Vote: Yeas -3; Nays - 0; Absent - 0

Hodge, yes; Shink, yes; Pratt, yes.

Motion carried.

No August meeting was held.

MONTHLY FINANCIAL SUMMARY:

The Board received the financial summaries for July and August 2021.

CLAIMS:

The Board received and filed the claims under \$2,500 from July and August 2021.

The Board received and filed the claims over \$2,500 from July and August 2021.

ACTION AND DISCUSSION ITEMS:

Hodge, supported by Sheehan, motioned to approve the resolution to apportion and special assess the Chapter 20 Drain Drainage Districts for costs incurred for maintenance and repair in the 2021 fiscal year.

Vote: Yeas -2; Nays - 0; Absent - 1

Hodge, yes; Sheehan, yes.

Motion carried.

UPDATES ON VARIOUS CHAPTER 20 DRAINS

Sheehan updated the board that TetraTech has been out to Allen Creek and Branches to do some groundwater testing; however, we have not received any results thus far.

Sheehan also updated the board that our office having some issues with Griffin Pest Control not responding to questions regarding invoicing and that we have several invoices being held from payment until they respond.

ADJOURNMENT:

There, being no further business, on motion duly made, seconded, and unanimously adopted, the meeting was adjourned at 4:52 p.m.

Harry Sheehan, Acting Chair

Upon motion by _____ supported by _____, the minutes of the above meeting were approved at a meeting held on October 18, 2021.

Harry Sheehan, Acting Chair

SEPTEMBER 2021 FINANCIALS FOR CHAPTER 20 DRAINS

FUND	DRAIN	SEPTEMBER 2021 ONLY	FY 2022 YTD	5 Year Ave Annual Spending
8801	Beyer Relief	\$ 9,503.96	\$ 99,241.31	\$ 110,901.39
8826	Upper Paint Creek	\$ 6,883.02	\$ 71,108.68	\$ 34,127.16
8816	Malletts Creek	\$ 12,000.84	\$ 25,270.97	\$ 92,728.77
8814	North Ford Lake CONSOL	\$ 8,638.75	\$ 21,633.66	\$ 51,152.25
8822	Swift Run	\$ 2,762.25	\$ 16,153.02	\$ 18,722.37
8838	Ypsilanti Township #07	\$ 7,378.52	\$ 8,703.52	\$ 14,313.31
8800	Allen Creek and Branches	\$ 6,702.90	\$ 8,080.48	\$ 47,661.00
8851	Ypsilanti Twp #01 Consolidated	\$ 3,945.08	\$ 7,426.20	\$ 7,887.33
8836	Ypsilanti Township #05	\$ 1,434.46	\$ 5,607.87	\$ 649.32
8830	Willow Run	\$ 1,457.63	\$ 5,123.75	\$ 4,164.41
8845	Ypsilanti Township #12	\$ 1,641.48	\$ 2,404.13	\$ 1,267.10
8831	Willow Run Ext 1 & Brnchs	\$ 557.17	\$ 2,377.04	\$ 4,384.64
8829	Whittaker-Textile	\$ 39.34	\$ 2,202.43	\$ 5,387.97
8841	Ypsilanti Township #09	\$ 235.93	\$ 1,708.11	\$ 1,504.42
8832	Ypsilanti Township #01	\$ -	\$ 1,532.05	\$ 5,230.38
8835	Ypsilanti Township #04	\$ 1,273.31	\$ 1,367.68	\$ 10,841.51
8808	Garden Homes	\$ -	\$ 530.70	\$ 10,455.83
8802	Carpenter Road	\$ 276.25	\$ 426.25	\$ 9,130.38
8825	Traver Creek	\$ -	\$ 395.84	\$ 5,060.71
8804	County Farm	\$ 188.74	\$ 377.48	\$ 6,044.91
8837	Ypsilanti Township #06	\$ 235.93	\$ 235.93	\$ 2,132.11
8833	Ypsilanti Township #02	\$ 213.57	\$ 213.57	\$ 2,516.46
8811	Jewell Road	\$ 188.74	\$ 188.74	\$ 23.00
8828	Whittaker Road	\$ -	\$ 94.37	\$ 1,351.95
8827	Westlawn	\$ -	\$ 39.34	\$ 1,156.55
8842	Ypsilanti Township #09 Ext	\$ -	\$ 39.34	\$ 373.87
8805	East Branch of Big Marsh 20	\$ -	\$ -	\$ 1,175.64
8806	Ellsworth Road	\$ -	\$ -	\$ 599.33
8809	Gault Village	\$ -	\$ -	\$ 49.97
8810	Hamilton Tile	\$ -	\$ -	\$ 2,168.08
8812	N Branch of Stoney Crk Ext	\$ -	\$ -	\$ 416.11
8815	North Whittaker Road #1	\$ -	\$ -	\$ 1,902.20
8817	Rawsonville Road	\$ -	\$ -	\$ 785.48
8823	Swift Run Extension	\$ -	\$ -	\$ 119.06
8834	Ypsilanti Township #03	\$ -	\$ -	\$ 2,447.35
8839	Ypsilanti Township #07 Ext	\$ -	\$ -	\$ 98.30
8840	Ypsilanti Township #08	\$ -	\$ -	\$ 5,130.99
8843	Ypsilanti Township #10	\$ -	\$ -	\$ 1,940.96
8844	Ypsilanti Township #11	\$ -	\$ -	\$ 2,017.41
8846	Ypsilanti Township #13	\$ -	\$ -	\$ 4,896.07
8847	Ypsilanti Township #13 Ext	\$ -	\$ -	\$ 3,089.49
8848	Ypsilanti Township #14	\$ -	\$ -	\$ 2,160.94
8852	Ypsilanti Twp #02 Consolidated	\$ -	\$ -	\$ 4,036.25
8859	Michigan Ave East Central	\$ -	\$ -	\$ -
8864	Millers Creek Ann Arbor	\$ -	\$ -	\$ -
8865	Benz Creek	\$ -	\$ -	\$ -
TOTALS		\$ 65,557.87	\$ 282,482.46	\$ 482,202.75

SEPTEMBER 2021 CLAIMS FOR CHAPTER 20 DRAINS

CLAIMS UNDER \$2,500

FUND	DRAIN	CH	COST	INV_DATE	GL_DATE	VENDOR	DESCRIPTION
8802	Carpenter Road	M20	\$ 81.25	9/15/2021	9/17/2021	PlantWise	RG Maint - 9/7
8802	Carpenter Road	M20	\$ 195.00	9/1/2021	9/17/2021	PlantWise	RG Maint - 8/25
8816	Malletts Creek	M20	\$ 10.20	8/31/2021	9/30/2021	WeCare Denali	Yard Waste
8816	Malletts Creek	M20	\$ 300.00	9/8/2021	9/17/2021	PlantWise	RG Maint 9/1
8838	Ypsilanti Township #07	M20	\$ 800.00	9/18/2021	9/24/2021	Creating Sustainable Landscapes LLC	RG Maint May-Sept 2021
8860	Equipment Revolving Fund	REQ	\$ (90.54)	8/6/2021	9/7/2021	CC Payment	TRUCK REPAIRS-REFUNDED
8860	Equipment Revolving Fund	REQ	\$ 39.96	9/17/2021	9/30/2021	Tractor supply	supplies
8860	Equipment Revolving Fund	REQ	\$ 40.93	9/10/2021	9/15/2021	Lowes Home Centers, Inc.	supplies
8860	Equipment Revolving Fund	REQ	\$ 87.34	9/10/2021	9/15/2021	Tractor supply	supplies
8860	Equipment Revolving Fund	REQ	\$ 90.54	8/6/2021	9/7/2021	CC Payment	TRUCK REPAIRS
8860	Equipment Revolving Fund	REQ	\$ 177.96	9/10/2021	9/30/2021	Weingartz	supplies
8860	Equipment Revolving Fund	REQ	\$ 422.96	8/11/2021	9/7/2021	CC Payment	TRACTOR MIRROR
8860	Equipment Revolving Fund	REQ	\$ 1,065.00	9/1/2021	9/15/2021	City of Ann Arbor Treasurer	3rd Quarter (2021)
SUBTOTAL			\$ 3,220.60				

CLAIMS OVER \$2,500

FUND	DRAIN	CH	COST	INV_DATE	GL_DATE	VENDOR	DESCRIPTION
8826	Upper Paint Creek	M20	\$ 51,626.86	8/30/2021	9/15/2021	J. Sebastian Trucking and Exca	detention cleanout, etc
8838	Ypsilanti Township #07	M20	\$ 6,100.00	9/20/2021	9/24/2021	Saladino Construction Co	Sediment Trap Grate Install
SUBTOTAL			\$ 57,726.86				

GRAND TOTAL \$ 60,947.46

A RESOLUTION TO AMEND A PROFESSIONAL SERVICE CONTRACT BETWEEN ORCHARD,
HILTZ & MCCLIMENT INC AND MILLERS CREEK ANN ARBOR DRAIN DRAINAGE DISTRICT
FOR MONITORING

WASHTENAW COUNTY STATUTORY DRAINAGE BOARD
DECEMBER 14, 2020

WHEREAS, the Drainage Board (the "Board") for the Millers Creek Ann Arbor Drain Drainage District (the "District") has designated the area to be served by the Millers Creek Ann Arbor Drain and its "MCAA Pepper Pike 5626.01" drain project; and,

WHEREAS, the Board authorized the contract in July 2019 in the amount of one hundred fifty thousand (\$150,000.00); in August 2019, the board authorized an amendment where the scope of work was modified to provide monitoring for five (5) years, increasing the total compensation by eighty five thousand dollars and ninety-three cents (\$53,045.93); and

WHEREAS, the scope of work was modified again for design and oversight of additional four (4) instream structures, modification of four (4) existing structures, provision of paths for offsite drainage to access the stream, and other improvements; and,

WHEREAS, the Board has received and approved a proposal amendment, specifications and an estimate of the cost of designing green infrastructure within this District in the amount of thirty-five thousand dollars (\$35,000.00).

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Statutory Drainage Board hereby authorizes its Chair to sign documents necessary to amend the contract between the MILLERS CREEK ANN ARBOR Drainage District and Orchard, Hiltz, McCliment, Inc. increasing the total amount of the contract by thirty-five thousand dollars (\$35,000.00) making the total amount of the contract not to exceed two hundred seventy thousand dollars (\$270,000.00).

_____ supported by _____, motioned to approve the contract between Millers Creek Ann Arbor Drain Drainage District and Orchard, Hiltz, McCliment, Inc.

Vote: Yeas – __; Nays – __; Absent – __;
Motion carried

CERTIFICATION

On this ____ day of October 2021, Mallory K. Walczesky, recording secretary to the Statutory Drainage Board and GIS and Special Assessment Supervisor to the Water Resources Commissioner, hereby certifies that the above resolution was approved by said Board and the minutes of said meeting are on file in the Water Resources Commissioner's Office.

Mallory K. Walczesky

On this ____ day of October 2021, before me, a Notary Public in and for said County, personally appeared Mallory K. Walczesky, recording secretary for the Statutory Drainage Board and GIS and Special Assessment Supervisor to the Water Resources Commissioner, to me known to be the same person described in and who executed the within instrument, who then severally acknowledged the same to be her free act and deed.

Kristi Thiel, Notary Public
Wayne County, Michigan
Acting in Washtenaw County
My Commission Expires September 13, 2025

October 1, 2021

Mr. Harry Sheehan
Chief Deputy Water Resources Commissioner
Washtenaw County Water Resources Commissioner's Office
705 N. Zeeb Road
Ann Arbor, MI 48107-8645

RE: Pepper Pike Construction Administration/Construction Engineering
Addendum 2 – Repair/Modification Improvements

Dear Mr. Sheehan:

During the summer 2021 rain events, it has become clear that modifications to the Miller's Creek stream restoration project will be beneficial to ensure a stable stream channel is established. Proposed repair work slated for fall 2021 includes the addition of four instream structures, modification of four existing structures, providing paths for offsite drainage to access the stream, and other improvements. The following tasks are proposed to perform the stream modification Construction Administration and Engineering.

Task 1: Construction Administration

Under this task, the OHM team will assist with the award of the project including coordination with WRC and the City of Ann Arbor. Specific work efforts include:

1. Prepare a change order for the modifications, including review of existing insurances and bonds. Review the completed documents and provide to WRC for execution.
2. Notify parties of up to four progress meetings. Conduct the progress meetings, prepare, and distribute meeting minutes to attendees.
3. Prepare a log form for all required contractor's submittals (shop drawings, catalogue cut sheets and materials certification letters).
4. Review required submittals and distribute to WRC and contractor.
5. Prepare weekly e-mail progress updates to WRC staff summarizing project progress, construction issues and anticipated schedule. Hold bi-weekly progress meetings (assumed four progress meetings) and distribute minutes for those meetings. We have assumed 5 weeks of active construction with one progress meeting before and after to set up construction and follow up on restoration.
6. Prepare bulletins, work orders, progress payments (assumed two progress payments) and change orders (assumed two change orders) based on the observed construction progress.
7. Upon notice by the contractor, complete a preliminary walkthrough of the overall project with WRC staff at substantial completion, prepare substantial completion notice and develop a punch list for submission to the contractor.
8. Once the contractor has completed punch list items, we will complete a final inspection and provide WRC with a recommendation for final payment to the contractor.



Deliverables:

- Executed change order
- Progress meeting notes
- Progress update e-mails and four progress meeting minutes
- Monthly estimates (assumed two progress payments) and two change orders
- Preliminary walkthrough punch list
- Restoration progress updates
- Final inspection walkthrough notes and recommendation for final acceptance

Task 2: Construction Engineering

Under this task, the team will perform construction observation. Specific work efforts include:

1. Construction observation will include full time on-site observation for stream structure (assumed to be a duration of 4 days) and part time observation for grading and other associated work elements (assumed to be a duration of 21 days).
2. OHM Advisors will be an onsite presence (assumed to be two to four hours per day) that will be a friendly face for the residents and stakeholders to help minimize the construction impacts, answer questions, and remain a liaison between the contractor and the community at large.
3. Complete Construction Daily Reports (CDRs) for each site visit. The CDRs will be prepared electronically. CDRs will document the work conditions, who came to the site, the pay items that applied to the work that day, a chronology of what was performed onsite that day, a list of the materials brought to the project and the results of their inspections, a narrative of key tasks that occurred that day, sketches with dimensions and elevations of work performed, and list any utility damage or visitors to the site. The CDRs will be input into a computer program that tracks the pay items on the project and ensures that the change orders and estimates are correct. Photos and videos are an important documentation of the work before, during, and after. OHM Advisors will keep the photos and videos in house until final completion after restoration is accepted and then deliver them all in one packet along with the CDRs, record drawings, and other contact documents in one complete package.
4. Prepare record drawings of the substantial details that may have changed throughout the submittal process and the subsequent construction.

Deliverables:

- Record drawings
- Construction file packet including – approved record drawings (referenced above), approved submittals, Construction Daily Reports, the estimates, any change orders, an item history report, and the photos and videos documenting the work.

Task 3: Construction Surveying

Under this task, the team will perform construction staking and as-built survey. Specific work efforts include:

1. Project staking will include setting at least one benchmark in areas of proposed improvements. These will be used by both the contractor and field engineer to use to stake specific measures during construction. We have assumed one crew day for construction survey of the proposed project.

Deliverables:

- One bench mark
- Cut sheet for bench mark



The services outlined above will be performed on an hourly basis with a not to exceed budget of \$35,000.00. Upon your approval of this additional scope and fee, we will modify the CA/CE budget to accommodate this scope. If you have any questions or require additional information, please contact me at (248) 444-8984.

Sincerely,
OHM Advisors

Matt Parks, PE
Principal

cc: Valerie Novaes, PE (OHM Advisors)
Greg Marker, PE (OHM Advisors)

Acceptance

If this Addendum 2 is acceptable to you, a signature below will serve as our authorization to proceed.

Orchard, Hiltz, & McCliment, Inc.
CONSULTANT

Washtenaw County Water Resources
CLIENT

_____	(Signature)	_____
<u>Matt Parks, PE</u>	(Name)	<u>Harry Sheehan</u>
<u>Principal</u>	(Title)	<u>Chief Deputy</u>
_____	(Date)	_____

A RESOLUTION TO AMEND A CONTRACT BETWEEN MILLERS CREEK ANN ARBOR DRAIN DRAINAGE DISTRICT AND MEAD BROTHERS EXCAVATING ON THE "MCAA PEPPER PIKE 5626.01 DRAIN PROJECT"

WASHTENAW COUNTY STATUTORY DRAINAGE BOARD
OCTOBER 18, 2021

WHEREAS, the Drainage Board (the "Board") for the MILLERS CREEK ANN ARBOR Drain Drainage District (the "District") has designated the area to be served by the MILLERS CREEK ANN ARBOR Drain "MCAA Pepper Pike 5626.01 Drain Project (the "Project"); and,

WHEREAS, the Board authorized the contract in June 2019 in the amount of five hundred forty-four thousand nine hundred ninety dollars (\$544,990.00); in November 2020, the board authorized an amendment where the scope of work was modified to provide additional structural stability and inlet capacity, increasing the total compensation by fifty-three thousand forty-five dollars and ninety-three cents (\$53,045.93); and,

WHEREAS, the scope of work was modified again to add four (4) instream structures, modify four (4) existing structures, provide paths for offsite drainage to access the stream, and other improvements; and,

WHEREAS, the Board has received a proposal amendment, specifications and an estimate of the cost this additional work; and,

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Statutory Drainage Board hereby authorizes its Chair to sign documents necessary to amend the contract between the MILLERS CREEK ANN ARBOR Drainage District and Mead Brothers Excavating; increasing the total amount of the contract by seventy-seven thousand eight hundred sixty-eight dollars (\$77,868.00) making the total amount of the contract not to exceed six hundred seventy-five thousand nine hundred three dollars and ninety-three cents (\$675,903.93).

_____ supported by _____, motioned to approve the contract amendment for MILLERS CREEK ANN ARBOR Drain Drainage District and Mead Brothers Excavating.

Vote: Yeas – __; Nays – ; Absent – ;
Motion carried

CERTIFICATION

On this _____ day of October 2021, Mallory K. Walczesky, recording secretary to the Statutory Drainage Board and GIS and Special Assessment Supervisor to the Water Resources Commissioner, hereby certifies that the above resolution was approved by said Board and the minutes of said meeting are on file in the Water Resources Commissioner's Office.

Mallory K. Walczesky

On this _____ day of October 2021, before me, a Notary Public in and for said County, personally appeared Mallory K. Walczesky, recording secretary for the Statutory Drainage Board and GIS and Special Assessment Supervisor to the Water Resources Commissioner, to me known to be the same person described in and who executed the within instrument, who then severally acknowledged the same to be her free act and deed.

Scott Miller, Notary Public
Washtenaw County, Michigan
My Commission Expires August 4, 2027

CATEGORY 3 - **Unit Price repairs**					
8157050	Cornus sericea, Cutting, 24" Ht.	8.00	Ea	370	2,960.00
8157050	Salix discolor, Cutting, 24" Ht.	8.00	Ea	370	2,960.00
CATEGORY 4 - **Contract Additional Work**					
2080012	Erosion Control, Check Dam, Stone	40.00	Ft	26	1,040.00
8137011	Cobblestone Swale	88.00	Syd	72	6,336.00
8137011	Vegetated Swale	25.00	Syd	60	1,500.00
8137021	Cobblestone, Natural, 2-4 inch	280.00	Cyd	18	3,600.00
8267050	Cross Vane	9,998.00	Ea	4	39,992.00
8507001	Compost Filter Sock, 8 inch	20.00	Ft	449	8,980.00

Can you review the hourly parts of Category 2 to give us Mead's input into the hours for those?

CATEGORY 2 - **Hourly Adjustment**					
8507040	Adjust In-Stream Structures, Hourly Rate		Hr	40	\$ 200.00 \$ 8,000.00
8507051	Adjust In-Stream Structures, Mobilization		LSUM	1	\$ 500.00 \$ 500.00

GREG MARKER, PE (he/him/his) | OHM Advisors®

PRACTICE LEADER - CONSTRUCTION

D (313) 481-1257 | C (734) 368-5240 | O (734) 522-6711

greg.marker@ohm-advisors.com | OHM-Advisors.com

Total: \$77,868.00

From: Greg Marker
 Sent: Thursday, August 5, 2021 11:15 AM
 To: Jeff Mead <meadbrosinc@gmail.com>
 Cc: travis mead <ttravmead@gmail.com>
 Subject: RE: Pepper Pike repair and modification plan

Hi Jeff,

Attached is the preliminary repair and modification plan for Pepper Pike. This will be reviewed by EGLE in the field Monday and the WCWRC as well so there may be changes, however this is OHM's recommendation for work.

Please look at the table at the bottom to understand the pricing that will eventually needed from Mead. I don't want to ask for prices now as there may be changes, however it would benefit me if I understood how Mead would be pricing the items in my negotiations with WCWRC. Category 1 does not have prices, Category 2 has units already in the contract, you can tell me if the hours sound right.

CATEGORY 2 - **Hourly Adjustment**					
8507040	Adjust In-Stream Structures, Hourly Rate		Hr	40	\$ 200.00 \$ 8,000.00
8507051	Adjust In-Stream Structures, Mobilization		LSUM	1	\$ 500.00 \$ 500.00